



Ryan White Title I HIV Health Services Planning Council

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PLANNING COUNCIL MEETING MINUTES

Thursday, March 14, 2002
4:00 p.m. to 6:00 p.m.
HIV Care Directions
1366 East Thomas
Phoenix, AZ

Approved

The following provides a written summary of minutes recorded. To listen to the official recorded minutes contact Planning Council Support. The tapes will be provided for review.

MEMBERS, GUESTS and STAFF

Kip Beardsley	George Garcia	Laura Kroger	Louie Tapia
Donna Bryant	Marlon Guzman	Sandra Norman	Keith Thompson
Lee Cox	Brian Hanna	Stephen O'Dell	Jonathan Weisbuch
Marti Cutler	Brenda Hope	Connie Peters	Marla Wing
Debby Elliott	Peter Houle	Cris Ramos	John Wynant
Larry Fisher	Barr Jenkins	Jill Rissi	6 Guests
Dan Free	Carlos Jorge	Brian Spicker	
Deborah Frusciano	Mark Kezios	Larry Stähli	

Absent:

Elizabeth Ashby (ex)	Juan Guevara	Mary Rose Wilcox
Mary Jo Buerger (ex)	Nellie Nelson (ex)	

WELCOME, INTRODUCTIONS and DETERMINATION OF QUORUM

Donna Bryant called the meeting to order at 4:05 p.m. Members, guests, and staff introduced themselves.

Donna determined that quorum was present.

ADMINISTRATIVE UPDATE

Brian Hanna presented the following:

- All monies allocated to the Title I Core Service Categories have been put into contract.
- Nearly 99% of funds allocated by the Planning Council are in contract. Once the Planning Council finalizes allocations for this grant year, the remaining funds will be encumbered.

The "Procurement Report for 2002/2003 Service Allocations and Encumbrances" is provided as Attachment A.

- Dr. Weisbuch has forwarded a letter to the Maricopa County Board of Supervisors notifying them that notice of the Title I grant award has been received, and that the grant application submitted by the Phoenix EMA (Eligible Metropolitan Area) was tied as the top ranking grant application in the country. The letter thanked and acknowledged the Planning Council, the Ryan White Care Services Administrative Staff, service providers and Planning Council Support.

REVIEW OF MINUTES

Minutes from the meeting held on February 14, 2002 were reviewed. Dan Free motioned to accept the minutes with a correction to the attendance. Larry Stähli seconded the motion. OUTCOME: The motion passed unanimously.

CHAIR UPDATE

- Donna Bryant congratulated and thanked everyone for a job well done on the grant application.
- The CBC (Congressional Black Caucus) designation has been renamed MAI (Minority AIDS Initiative).
- Following are some upcoming community events:

April 6, 2002	T.R.I.B.E. health fair at Hermoso Park
April 14, 2002	Opening of new Phoenix Children's Hospital
April 18, 2002	Creighton School District health fair
April 20, 2002	MIHS (Maricopa Integrated Health System) health fair in the auditorium
- The Planning Council Retreat will be tomorrow beginning at 8:30 a.m. at the Phoenix Museum of History.
- James Chambers has resigned from the Planning Council. The election of a new Treasurer will take place before the end of this meeting.

COMMITTEE REPORTS

Allocations

Mark Kezios presented the Committee recommended 2002/2003 grant award allocations. There is \$592,154 that needs to be allocated.

See Attachment B for Allocations Committee recommendations.

Larry Stähli motioned to accept the allocations recommended by the Committee. Marlon Guzman seconded the motion.

OUTCOME: The motion passed with 1 abstention.

Larry Stähli motioned to accept the MAI designation recommended by the Committee. Dan Free seconded the motion.

OUTCOME: The motion passed unanimously.

Community Planning & Assessment

Larry Stähli reported that the Committee met and drafted their Policies and Procedures. The Committee also reviewed a draft of the Needs Assessment, which the Committee deemed unacceptable. The dissatisfaction with the document resulted in Planning Council Support

returning unexpended funds (which were just approved for allocation). The Committee will search for a contractor to finish the current Needs Assessment, and work on the Needs Assessment for the 2003/2004-grant application.

It was also noted that the Committee needs a Vice-Chair.

Consumer Advocacy

Lee Cox reported that the next general session is scheduled for March 27, 2002 from 11:00 a.m. to 1:00 p.m. at Trinity Episcopal Cathedral. The topic of the meeting is "HIV Education – What you Need to Know." The American Red Cross will be presenting the information.

Membership

Carlos Jorge reported that the Committee did not meet in March, due to the ongoing allocations process. The Committee is submitting two names to the Board of Supervisors for appointment to the Planning Council. The next meeting will be on April 3, 2002.

Donna welcomed newly appointed Council Members Keith Thompson and Marla Wing.

Rules

Deborah Frusciano reported that she and Larry Stähli are the only members on the Committee, and that they have been working via e-mail and telephone. Deborah expressed that she hopes to meet in April to get the draft of the Bylaws finalized.

ELECTION OF TREASURER

Donna opened the floor for nominations for Planning Council Treasurer.

John Wynant was nominated, but declined the nomination. Connie Peters was nominated, and accepted the nomination. There were no other nominations.

OUTCOME: Connie Peters was elected unanimously as the new Treasurer.

NEW BUSINESS

- Jill Rissi invited providers to attend a seminar hosted by St. Luke's Health Initiative. For more information and registration details, visit www.slhi.org.
- Laura Kroger announced that there is a new Chief of the Office for HIV/STD/Hepatitis C Services at the Arizona Department of Health Services. The Council welcomed Kip Beardsley.
- Brian Spicker announced that the Body Positive "Night for Life" would be held on May 11, 2002.
- Donna encouraged Planning Council attendees to pick up a copy of a document provided by the Language, Culture and Health Institute. It is the report of the cultural competency assessment of service providers, which was paid for by the Planning Council.

ADJOURN

The meeting adjourned at 5:05 p.m.